



Notice of Intent to Award

Solicitation Number	364263	Award Date	1/19/2024 12:45 PM CST
Solicitation Title	Glass Installation, Repairs, and Replacement Services		
Buyer Name	Von L Bell	Buyer Email	von.bell@nashville.gov
BAO Rep	Trevor Hilton	BAO Email	Trevor.Hilton@nashville.gov

Awarded Supplier(s)

In reference to the above solicitation and contingent upon successful contract negotiation, it is the intent of the Metropolitan Government of Nashville and Davidson County to award to the following supplier(s):

Company Name	Sumner Group Inc dba Sumner Glass	Company Contact	
Street Address	123A Sandye Avenue		
City	Portland	State	TN
		Zipcode	37148

Company Name		Company Contact	
Street Address			
City		State	
		Zipcode	

Company Name		Company Contact	
Street Address			
City		State	
		Zipcode	

Certificate of Insurance

The awarded supplier(s) must submit a certificate of insurance (COI) indicating all applicable coverage required by the referenced solicitation. The COI should be emailed to the referenced buyer no more than 15 days after the referenced award date.

Equal Business Opportunity Program

Where applicable, the awarded supplier(s) must submit a signed copy of the letter of intent to perform for any and all minority-owned (MBE) or woman-owned (WBE) subcontractors included in the solicitation response. The letter(s) should be emailed to the referenced business assistance office (BAO) rep no more than two business days after the referenced award date.

Yes, the EBO Program is applicable. No, the EBO Program is not applicable.

Monthly Reporting

Where applicable, the awarded supplier(s) will be required monthly to submit evidence of participation and payment to all small (SBE), minority-owned (MBE), women-owned (WBE), LGBT-owned (LGBTBE), and service disabled veteran owned (SDV) subcontractors. Sufficient evidence may include, but is not necessarily limited to copies of subcontracts, purchase orders, applications for payment, invoices, and cancelled checks.

Questions related to contract compliance may be directed to the referenced BAO rep.

Yes, monthly reporting is applicable. No, monthly reporting is not applicable.

Public Information and Records Retention

Solicitation and award documentation are available upon request. Please email the referenced buyer to arrange.

A copy of this notice will be placed in the solicitation file and sent to all offerors.

Right to Protest

Per MCL 4.36.010 – any actual or prospective bidder, offeror, or contractor who is aggrieved in connection with the solicitation or award of a contract may protest to the purchasing agent. The protest shall be submitted in writing within ten (10) days after such aggrieved person knows or should have known of the facts giving rise thereto.

MLL Supervisor (Initial)

Michelle A. Hernandez Lane
 Michelle A. Hernandez Lane
 Purchasing Agent & Chief Procurement Officer

RFQ# 364263**Evaluation Team/Review Board Score Sheet**

Evaluation Criteria/Offeror	Sumner Group Inc dba Sumner Glass		
Experience, Qualification and Reference (35 Points)	35.00		
Project Approach and Process (35 Points)	35.00		
Cost	30.00		
Total Evaluation Scores	100.00	0.00	0.00

Evaluation Comments**Sumner Group Inc dba Sumner Glass****Strengths**

Proposal greatly exceeds standards and demonstrates superior understanding of the goals and objectives of the solicitation. The proposal clearly defined the organizations years of experience in business which exceed the requirement. The proposal provided an organizational structure, key personnel certifications, resumes and role responsibilities as requested. The award justification notes several major strengths, references of similar projects with other large entities, business license, and approach to perform the outlined scope of work.

Weaknesses

The proposal had very minor, correctable weaknesses. The firm's plans on receiving calls and dispatch capability included a description as required but lacked a timeline of the process.

Enter Solicitation Title & Number Below			
Offeror's Name	Bids	Lowest Bid	RFP Cost Points
Glass Installation, Repairs, and Replacement Services RFQ 364263		\$300,605.90	30
Sumner Group Inc dba Sumner Glass	\$300,605.90	\$ 300,605.90	30.00

BAO Small Business Assessment Sheet

BAO Specialist: Trevor Hilton
Contract Specialist: Von Bell
Date: 1/10/2024

Department Name: General Services
RFP/ITB Number: 364263

Project Name: Glass Installation, Repairs, and Replacement Services

Primary Contractor*	Prime Bid Amount	Total Proposed SBE/SDV (\$)	Acknowledged SBE/SDV Requirement	SBE/SDV Requirement (%)	Comments
Sumner Glass	\$ 300,606	TBD	Yes	5%	The prime is a metro Approved SBE and plans to utilize the following metro approved SBE subcontractor: Dowdle Construction Group . Acknowledged 5% SBE/SDV requirement over life of the project. and consequences of misrepresentation.

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METROPOLITAN GOVERNMENT OF NASHVILLE - DAVIDSON COUNTY

M/WBE SUBCONTRACTORS GOOD FAITH EFFORTS

SUMMARY SHEET

THIS DOCUMENT MUST BE ACCURATELY COMPLETED, SIGNED AND SUBMITTED WITH THE BID OR PROPOSAL
(Due with Bid Submission if Applicable)

Project Name: Glass installation, repairs and replacement		Project Number: 364263	
Company Name: Sumner Glass		Date Submitted: 12/20/2023	Total Contract Value: 300,605.90
Address: 123A Sandye Ave., Portland, TN 37148		Federal Tax ID# 81-4777360	
Contact Person: Steve Morgan	Email:	Phone #: 615-325-5199	

GOOD FAITH EFFORTS SUMMARY SHEET

Number	Bidder Action(s)	BAO Only
1.	<p>Solicitation and written notice to available and certified MWBEs: Soliciting specific individual MWBEs whose availability as potential sources of goods or services can be reasonably ascertained. This measure includes sending letters or making other personal contacts with specific certified MWBEs including those that the Bidder has contracted with in the past as well as other MWBEs with which the Bidder may be unfamiliar, but whose identities can be ascertained from a directory of certified MWBEs maintained by the BAO.</p> <p>The written notices contain:</p> <ul style="list-style-type: none"> I. Enough information about the plans, specs, and terms & conditions of the solicitation; II. A contact person knowledgeable of the project documents available to answer questions about the condition of the contract; III. Information regarding the Bidder's bonding requirements; IV. The deadline for submission of price quotations. 	Pass

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name/Address/Contact Person/Phone/Email	Type of Business	Type of Work/Service(s) Solicited	How Business was contacted (i.e. email, phone, letter, etc.?)	Response to Solicitation (i.e. will submit bid, no response, not interested)	Bid/Quote Amount	Company Selected (Write Yes or NO)
Squeaky Cleaning Services Inc. / 518 Chapmansboro Rd., Ashland City, TN 30715 / Dawn Brewer / 615-799-6085 / dawn@squeakycleann.com	WBE	cleaning services after window installation	email	not interested		NO
Gridiron Construction, Co. LLC / 422 Davis Rd., Lebanon, TN 37087 / Mike Jones / 615-257-0757 / gcc@gridironconstruction.com	MBE	general construction services	email	no response		NO

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GOOD FAITH EFFORTS SUMMARY SHEET CHECKLIST		
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2.	Meetings: Attended or held informational meetings to update potential subcontractors or vendors of subcontracting or supply opportunities.	Pass

List all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name/Address/Contact Person/Phone Number/Email	Description of Meeting Notices for M/W/SDVEs	Date M/W/SDVE Attended, if applicable
Dowdle Construction Group (SBE) 150 Athens Way, Suite 200, Nashville, TN 37228 Allen Buchanan 615-714-0828 abuchanan@dowdleconstruction.com	Meeting over the phone to discuss the possibility of working with Sumner Glass as a subcontractor for the Metro contract.	08/31/2023
Metro pre-offer meeting for solicitation #364263	Webex meeting to explain this contract offer and to answer any questions.	11/28/2023

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3.	Unbundling. Divided the contract, in accordance with normal industry practice, into small, economically feasible segments that could be performed by MWBEs. Under no circumstances, however, shall a bidder segment work solely for the purpose of utilizing MWBEs as subcontractors where such segmentation is not in accordance with common and accepted industry practices relating to the utilization of other firms as subcontractors.	N/A

What Scope of Project Was Divided?

1.	2.
3.	4.
5.	6.

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Number		Bidder Action(s)		BAO Only
4.		Rejection: Provided a written explanation for rejection of any potential subcontractor or vendor to the Bidder, including the name of the firm awarded the subcontract or supply agreement.		Pass

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

M/WBE Firm Name/Address/Contact Person/Phone Number/Email	Description of Proposed Work	Reason for Rejection
Squeaky Cleaning Services Inc. / 518 Chapmansboro Rd., Ashland City, TN 30715 / Dawn Brewer / 615-799-6085 / dawn@squeakycleantn.com	cleaning services after installation of windows/doors	do not work with glass installation
Gridiron Construction, Co. LLC / 422 Davis Rd., Lebanon, TN 37087 / Mike Jones / 615-257-0757 / gcc@gridironconsrtuction.com	general construction	no response
The Barr Group of Nashville / 503 C Ligon Dr., Nashville, TN 37228 / Renee Murray / 615-612-0444 / renee@barrgroupinc.com	safety apparel	no response

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5.	Non-discrimination: Providing a non-discriminatory work site. Maintaining a work environment free of harassment, intimidation and coercion at all construction sites, offices and other facilities at which the Bidder's employees are assigned to work. The Bidder shall specifically ensure that all labor supervisors, superintendents, and other on-site supervisory personnel are aware of and carry out the Bidder's obligation to maintain a non-discriminatory work environment.	Pass

For each training, list the type of training and date.

Type of Training	Date of Training
U.S. Equal Employment Opportunity Commission	12/15/2023
Department of Human Resources TN	12/13/2023

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6.	Community and Other Organizational Services Support: Advertising in trade publications of general circulation in the Program Area. The advertisement shall identify and describe the specific subcontracting or other opportunity in reasonable detail.	N/A

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Publication Name	Date of Publication	Please provide copy.

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7.	Assistance: Bonding/Lines of Credit/Insurance: Providing reasonable assistance to a MWBE in need of equipment, supplies, bonding, letters of credit and/or insurance.	N/A

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name/Address/Contact Person/Phone Number/Email	Type of Assistance

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8.	<p>Database Utilization Accessed all reasonable and available means to include, but not limited to the following examples: https://www.nashville.gov/Finance/Procurement/Business-Assistance-Office/SMWBE-Lists-and-Forms.aspx or https://nashville.diversitycompliance.com/</p>	Pass

For each MBE/WBE firm contacted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Database Accessed	Date of Access	Results
https://nashville.diversitycompliance.com	11/24/20	EBO reporting system

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9.	Mentor Protégé' Relationship/Technical Assistance: Providing reasonable technical assistance to a MWBEs to ameliorate any deficiencies of technical knowledge or advance skill, where such assistance is undertaken by the Bidder to facilitate the MWBE's successful participation on a project or contract.	N/A

For each MBE/WBE firm assisted, list the name(s) and all information requested below related to the above project. If additional space is required, this form may be duplicated.

Company Name	Type of Assistance	If Mentor Protégé' Agreement Reached, Please Provide Copy.

It is hereby certified that the above firms were contacted and offered an opportunity to respond on the above project. We further certify that the above statements are a true account of all firms' responses to our solicitation. Copies of all bids and/or quotes will be made available upon request.

Signature: Steve Morgan Print Name: Steve Morgan Title: president/owner



Statement of M/WBE Utilization

Proposer's/Firm's Name: Sumner Group Inc. DBA Sumner Glass	Proposer's Phone #: 615-325-5199
Solicitation Title: Glass installation, repairs and replacement.	Proposer's Email Address: sumnerglass@gmail.com
Solicitation #: 364263	Amount Self-performed : 285,605.90
Proposer's/Firm's Ownership: Non-M/WBE <input type="checkbox"/>	Total Bid Amount: 300,605.90
Proposed EBO Goal (%) : 5 <u> </u> MBE% 7 <u> </u> WBE%	EBO Goal Met? (Y/N) NO

The following MWBE* subcontractor(s)/supplier(s) will be utilized for the performance of this project:

	MBE/WBE Firm Name	MBE/WBE Firm Address	Phone/E-Mail	Certificate Type (MBE or WBE)	* MBE/WBE Group Type *	Code # UNSPS/NAICS	Description of Work	MBE/WBE Dollars (\$)	Percent of Total Contract
1				Select	Select				
2				Select	Select				
3				Select	Select				
4				Select	Select				
5				Select	Select				
6				Select	Select				
7				Select	Select				

I am the duly authorized representative and certify the facts and representations contained in this form and supporting documents are true and correct.

Authorized Representative (Printed Name/Title/Signature) Steve Morgan - president/owner	Date 12/20/2023
Steve Morgan	

*Note: MWBE is defined as business enterprise maintaining a significant business presence in the Program Area & performing a commercial useful function that is owned by one or more of the following: (1) African Americans (2) Native Americans, (3) Hispanic Americans, (4) Asian Americans, and (5) Women.

Has Prime Complied with EBO Goal? <input type="text" value="NO"/>	For Internal Office Use ONLY	If No, Good Faith Efforts Met? <input type="text" value="YES"/>
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BAO Representative: Trevor Hilton **Metro Buyer:** Von Bell **Project Manager:** Ava Elsaghir **Date:** 11/24/20

Total MBE Subcontracting	0	%	\$ 0	
Total WBE Subcontracting	0	%	\$ 0	
Total MBE/WBE Participation:	0	%	\$ 0	

BAO Notes: